



## **BARRINGTON, NH SELECT BOARD MINUTES**

Monday, August 9, 2021

The Select Board meeting for Monday, August 9, 2021 began at 6:36pm. The meeting was held at the Early Childhood Learning Center (ECLC), 77 Ramsdell Lane, and was also accessible by remote participation via a Microsoft Teams Meeting. In attendance were Chairperson Knapp, Vice-Chair Saccoccia, Selectperson Ayer, Selectperson Bailey, Selectperson Mannschreck, Town Administrator (TA) MacIver, and Municipal Office Administrator (MOA) Caudle.

**6:36pm.** The meeting was called to order by Chairperson Knapp.

### **ROLL CALL ATTENDANCE**

**6:36pm.** Select Board attendance was taken via Roll Call: Ayer-Present, Bailey – Present, Mannschreck – Present, Saccoccia – Present, Knapp – Present.

### **PLEDGE OF ALLEGIANCE**

**6:36pm.** Chairperson Knapp led the Pledge of Allegiance.

### **AGENDA REVIEW AND APPROVAL**

**6:37pm.** *Selectperson Ayer requested the addition of Map 247 Lots 11 and 20 to Old Business. The Select Board agreed to the agenda adjustment.*

Motion to approve the meeting agenda for the [Monday, August 9, 2021](#) meeting as presented and amended by Vice-Chair Saccoccia, seconded by Selectperson Bailey. Roll call vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed by unanimous consent.***

### **PUBLIC HEARINGS**

#### **Issuance of a Building Permit on Long Shores Drive, a Private Road, for Luann Haggerty – 102-77**

**6:38pm.** Department Heads and the Planning Board have reviewed the request and recommended the Select Board support the following requirements:

1. Install and maintain erosion control between the lower limits of construction and the river
2. Driveway culvert may be required closer to the house depending on house and driveway orientation
3. Pitch the driveway away from the road for eight feet from the edge of the road to prevent runoff getting into the road
4. Direct runoff along either side of the property sideline and not toward the road.
5. Maintain a 10-foot-wide natural buffer down the sidelines to capture and treat runoff.
6. Restore any disturbance to Long Shores Drive upon completion of the work.
7. Prominently display house number to aid emergency response.
8. Join the local road association to be able to participate and have input in the ongoing maintenance of Long Shores Drive.

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Additionally, the applicant has not submitted the required certified plot plan, which is required by Zoning for lots less than one acre. No permit will be issued without the required document.

The plan for the location was initially for a two-bedroom building but is now a three-bedroom plan. The septic system is built to support a two-bedroom home.

Motion to continue the hearing for the issuance of a building permit for Map 102, Lot 77 until the August 23, 2021 meeting to allow the applicant to supply additional information regarding the number of bedrooms and to submit a certified plot plan by Selectperson Bailey, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**6:43pm.** Public comment opened.

**6:43 pm.** There were no public comments. Public comment closed

***As the public comment was held after the initial vote, Chairperson Knapp requested the Select Board re-vote on the prior motion. Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. The motion was reaffirmed.***

#### **CONSENT AGENDA**

**6:44pm.** Motion to accept the Monday, August 9, 2021 Consent Agenda (A-F) as presented and amended by Selectperson Mannschreck, seconded by Vice-Chair Saccoccia. Roll call vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed by unanimous consent.***

Selectperson Mannschreck requested the proclamations be read aloud at the Select Board meeting. Following the approval vote, Chairperson Knapp read each proclamation

**A. Meeting Minutes for July 26, 2021**

*Motion to approve the July 26, 2021 minutes – **Passed on the consent agenda.***

**B. Previously Submitted/Signed Requests for Signature**

- a. July 12, 2021 Meeting Minutes
- b. Accounts Payable Manifest 2021-231
- c. Payroll Manifest 2021-130
- d. Timber Intent for Map 223, Lots 26-C1 (Town Hall Subdivided Lot)

*Motion to authorize and sign the above-referenced documents (a-d) – **Passed on the consent agenda.***

**C. New Requests for Signature**

- a. 2021 MS-535
- b. Accounts Payable Manifest 2021-232
- c. Payroll Manifest 2021-131

*Motion to authorize and sign the above-referenced documents (a-c) – **Passed on the consent agenda.***

**D. Barrington Women's Club Raffle Permit**

*Motion to approve and sign the Raffle Permit for the Barrington Women's Club to expire December 31<sup>st</sup>, 2021 – **Passed on the consent agenda.***

**E. Eagle Scout Proclamation – Liam Fillion**

*Motion to approve and sign an Eagle Scout Proclamation for Liam Fillion – **Passed on the consent agenda.***

F. Eagle Scout Proclamation – Ethan Frankiewicz

*Motion to approve and sign an Eagle Scout Proclamation for Ethan Frankiewicz – **Passed on the consent agenda.***

**APPOINTMENTS**Jack Gale Conservation Commission

**6:49pm.** Pursuant to the Select Board's appointment procedure, this application has been shared with Ken Grossman, the Conservation Commission chair, who has recommended Mr. Gale's appointment to the Conservation Commission.

*Selectperson Bailey* proposed waiving the two-meeting requirement as feedback has already been received by the Conservation Commission Chair and Mr. Gale is a known and active Town volunteer. The Select Board raised no objections.

Motion to appoint Jack Gale as a full member of the conservation commission, with a term expiring in March of 2023 by Selectperson Ayer, seconded by Vice-Chair Saccoccia. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. **The motion passed.**

PUBLIC COMMENT

*Public Comment is limited to three minutes per person, and 15 minutes total.*

**6:51pm.** Public Comment opened.

**6:52pm.** There were no public comments. Public Comment closed.

**STAFF REPORTS**August Work Anniversaries

**6:53pm. Thank you for your dedication to the Town of Barrington!**

Jere Calef	Highway Department	34 Years
Richard Conway	Recreation Site Supervisor	34 Years
Michael Bayer	EMS	11 Years
Keith Brody	Fire/EMS	10 Years
Patrice Lenzi	Minute Taker	9 Years
Michelle Libby	Police Officer	5 Years
Jessica Buswell	EMS	5 Years
Amanda Noyes	Building/Assessing Administrative Assistant	4 Years
Shane Elliot	Highway Department	4 Years
Jameson Young	Police Officer	3 Years
Conner MacIver	Town Administrator	3 Years
Marc Moreau	Road Agent	2 Years
Autumn Smith	Library Desk Clerk	2 Years
Kaylee Downs	Fire/EMS	2 Years
Francis Maguire	Fire/EMS	1 Year

Sale of Recreation Slides

**6:55pm.** The Recreation Department has offered the slides from the old playground to the school and other municipalities. After receiving no interest, they have [offered them for sale via sealed bid](#). The Select Board will be asked to award the bid at the August 23, 2021 meeting.

Requests for Signature

**6:56 pm.** Municipal Office Administrator Caudle presented for signature:

- No additional documents

**OLD BUSINESS**Cost of Living Adjustment Methodology

**6:56pm.** The proposed Cost of Living Adjustment Methodology was presented at the July 12<sup>th</sup> meeting for discussion, where the Select Board members requested additional information prior to vote. The Board voted to postpone the discussion until the August 9<sup>th</sup> meeting at the July 26<sup>th</sup> meeting. TA MacIver provided the Board with a methodology and historical data for their consideration.

The Select Board discussed the pros and cons of regular COLA for employees, steps needing to be merit increases, not automatic, the history of wages for Town employees, the need to continue a well-managed budget and to decrease the tax rate, as well as the importance of retaining staff long-term.

The Select Board did not approve a COLA for 2021 citing economic uncertainty due to the pandemic; TA MacIver noted that if COLA continues to not be approved, there will be a compounding disparity between Town employee wages and comparable positions, potentially causing issues with staff retention and acquisition.

Motion to utilize the Social Security COLA as presented in October as the base percentage for in-town COLA by Selectperson Mannschreck, seconded by Selectperson Ayer. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

2021 Tax Deeding

**7:38pm.** Each year the Tax Collector must present deeds to the Select Board for properties with outstanding balances dating back three or more years in a process prescribed in RSA 80:77. Any properties eligible for deeding in 2021 have unpaid balances on the 2018 lien. The Select Board will consider deed waiver requests in non-public session tonight.

The 2021 deed date is scheduled for August 26, 2021. Linda Markiewicz, the Tax Collector, has provided a list of properties eligible for tax-deeding.

Ultra-Terrain Vehicle (UTV) Recommendation

**7:40pm.** The Select Board authorized the advertisement of specifications for the UTV at the June 28<sup>th</sup> meeting. Five (5) responses were received by the deadline and opened on July 20<sup>th</sup>. The review committee has recommended Venture for a total of \$33,962.94. The Fire Association held a special meeting and voted to increase their donation from \$16,000 to \$17,962.94 so there is no additional cost for the unit to the Town. If approved, the Select Board will be required to hold a hearing to accept the donation per RSA 31:95-b, which would be held on August 23, 2021.

*Fire Chief Rick Walker* presented the Board with an update, including the difficulty in obtaining UTVs at this time, and that the Can Am Unity unit was the preferred choice following research.

Motion to award the Ultra-Terrain Vehicle Bid to Venture Powersports for a total of \$33,962.94 by Vice-Chair Saccoccia, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

Motion to allow a sticker to be placed on the UTV noting donation by Fireman's association by Selectperson Ayer, seconded by Vice-Chair Saccoccia. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**Map 247 Lots 11 & 20**

**7:57pm.** After further discussion with the Chair of the Town Lands Committee, *Selectperson Ayer* requested Map 247, Lots 11 & 20 be retained by the Town, rather than being transferred to Southeast Land Trust (SELT) as previously agreed.

Motion to retain Map 247, Lots 11 & 20 by Selectperson Ayer, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – No, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**NEW BUSINESS****Fire Department Staffing Plan and 2022 Budget Considerations**

**7:58pm.** *Fire Chief Rick Walker* has requested the Select Board consider adding two firefighter/emergency medical technicians to Barrington's workforce to accomplish 24/7 full-time coverage. At current costs with a highest-cost scenario, this addition will add approximately \$0.20 to the tax rate. Chief Walker's goal is to accomplish 24/7 coverage gradually and completely prior to his intended retirement in three years, improving response time and employee retention.

Several individuals who have left Barrington have shared that they prefer a 24-hour schedule, with two shifts per week and several days off in between. This staffing schedule has become increasingly popular in the industry. *Town Administrator MacIver* displayed and explained the current staffing schedule and voiced his support for this plan as well as Chief Walker's historical fiscal responsibility.

The Board requested information about overtime costs. *Chief Walker* explained with a robust part-time and per-diem staff, overtime is minimized. Currently, with agreements the Town can cover open shifts while waiting for the newest full-time staff to begin employment. TA MacIver and Chief Walker will continue research and return with further information at a later time.

**Pierce Road Improvements**

**8:37pm.** Pierce Road, a Class V gravel road, has deteriorated and the Highway Department had plans to remove the paved section of the road. The current owner of Map 263, Lot 29, which houses a paving business, has offered to repave the 400–500-foot section to keep the dust down and improve access between his two lots. If authorized, all work would be supervised by Road Agent Marc Moreau, who recommends the paving be allowed following removal of the current asphalt by the Highway Department. He expects the work will take approximately two days.

Motion to authorize the owner of Map 263, Lot 29 to pave an approximate 500-foot section of Pierce Road under the supervision of Road Agent Marc Moreau by Vice-Chair Saccoccia, seconded by Selectperson Mannschreck. Vice-Chair Saccoccia retracted his motion pending review by Selectperson Ayer. Selectperson Mannschreck retracted his second.

Motion to table this discussion to the August 23, 2021 meeting and move to Old Business by Chairperson Knapp, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

*Chairperson Knapp* requested a bond in amount of cost to reclaim the road one time if the road fails.

**8:53pm.** Chairperson Knapp stepped away from the meeting.

**New Library Proposal Update**

**8:53pm.** Library Trustee Chair, Lindsey Maziarz, recently provided an update regarding the pursuit of a new Town Library. At the Library Trustees meeting on June 9, 2021, the Trustees unanimously agreed to reduce the scope and size of the project, and to bring forward a new plan in a warrant article in March 2023. They also intend to request an additional contribution from the Town's Unassigned Fund Balance to the Library & Community Center Capital Reserve.

**8:56pm.** Chairperson Knapp returned to the meeting.

**Tricentennial Expendable Trust Fund Authorization**

**8:56pm.** The Tricentennial Steering Committee is working with the State to gain approval for a special Tricentennial plate to be sold and displayed in 2022. With each plate the purchaser will receive a letter with permission from the DMV for display of the plate. To purchase the plates, the Select Board, as agents to expend, must approve the \$2,300 purchase from the Tricentennial Expendable Trust. \$2,300 will purchase 500 plates.

Motion to authorize the expenditure of \$2,300 from the Tricentennial Expendable Trust to purchase license plates by Selectperson Ayer, seconded by Selectperson Bailey. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**SELECTPERSONS REPORTS**

**9:00pm.**

**Selectperson Ayer** – No information to share

**Selectperson Mannschreck** – Attended the School Board meeting on Tuesday, where they discussed hiring staff and the school meal prices continuing to be free this year. There is a teacher's workshop on August 30<sup>th</sup>, with the first day of school on September 1<sup>st</sup>. The Advisory Budget Committee will have an organizational meeting on September 7<sup>th</sup>, and the Transfer Station and Recycling Center Committee has not had a meeting since the prior report.

**Selectperson Bailey** – Did not attend the most recent Zoning Board of Adjustment Meeting. The Library Trustees update was provided earlier in this meeting.

**Vice-Chair Saccoccia** – Summer camp is wrapping up, and various improvement projects are underway, including refinishing the gym floor.

**Chairperson Knapp** – Did not attend the Planning Board meeting last week. Recently attended a meeting with the School Board Chair and School Superintendent regarding a shared deliberative and Memorandum of Understanding. A Technology Committee meeting is scheduled for tomorrow, and the Town Hall lot is being cleared.

TA MacIver shared the plans for August 23<sup>rd</sup> as the board discussed possibly postponing the August 23<sup>rd</sup> meeting. The Board decided to continue as scheduled.

**PUBLIC COMMENT**

**9:08pm.** Public Comment opened.

**Michael Houst**, 48 Serenity Way - asked if 2A Tactical will be on the Select Board meeting agenda for August 23, 2021. **TA MacIver** shared they will not be on the agenda for the Select Board for the next meeting, but they are expected to be on the Zoning Board agenda for the September 15<sup>th</sup> meeting.

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**TA MacIver** – Reminded all to visit [www.barrington.nh.gov/townhall](http://www.barrington.nh.gov/townhall) for updates on the Town Hall project.

**9:10pm.** Public Comment closed.

**NON-PUBLIC SESSION**

**9:11pm.** Motion to enter non-public Session for reasons of personnel, reputation, and legal by Chairperson Knapp, seconded by Vice-Chair Saccoccia. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**Abatement Request – Map 17, Lot 12-M**

**9:13pm.** Motion to approve a deed waiver for 2021 for Map 17, Lot 12-M by Vice-Chair Saccoccia, seconded by Chairperson Knapp. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**Tax Deed Waiver Request – Map 22, Lot 17**

**9:22pm.** Motion to approve a deed waiver for 2021 for Map 22, Lot 17 by Vice-Chair Saccoccia, seconded by Chairperson Knapp. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**Tax Deed Waiver Request – Map 249, Lots 2 and 2-1**

**9:24pm.** Motion to approve a deed waiver for 2021 for Map 249, Lots 2 and 2-1 by Selectperson Ayer, seconded by Selectperson Mannschreck. Roll Call Vote: Ayer – Aye, Bailey – No, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**Tax Deed Waiver Request – Map 18, Lot 12**

**9:22pm.** Motion to approve a deed waiver for 2021 for Map 18, Lot 12 by Chairperson Knapp, seconded by Vice-Chair Saccoccia. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**9:50pm.** Motion to exit non-public session by Vice-Chair Saccoccia, seconded by Chairperson Knapp. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***



**RETURN TO PUBLIC SESSION AND ADJOURNMENT**

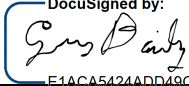
**9:50pm.** The Select Board returned to public session. TA MacIver shared the above information from the non-public session of the meeting.

Motion to seal the remainder of the non-public minutes indefinitely to protect the reputations of those discussed by Vice-Chair Saccoccia, seconded by Chairperson Knapp. Roll Call Vote: Ayer – Aye, Bailey – Aye, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

**9:51pm.** Motion to adjourn the August 9, 2021 Select Board meeting by Chairperson Knapp, seconded by Vice-Chair Saccoccia. Roll Call Vote: Ayer – Abstain, Bailey – No, Mannschreck – Aye, Saccoccia – Aye, Knapp – Aye. ***The motion passed.***

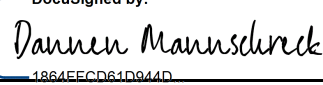
Links to all reviewed documents can be found in the [August 9, 2021 Town Administrator's Report](#).

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**8/23/2021**  
Date Minutes Were Approved